



TOWN OF NORTH ANDOVER

FINANCE COMMITTEE

Meeting Minutes

Meeting Date: April 10, 2012

Meeting Location: Town Hall, First Floor
Conference Room

Meeting called to order: 6:45PM

Alan LeBovidge AL, Chairman	X	Ramsey Bahrawy- RB	X
Tom Dugan TD, Vice Chairman	X	Robert Norbedo-RN	
Ben Osgood-BO	X	Matthew Remis-MRem	X
Dan Leary -DL	X		
Peter Besen-PB	X	Pat Sifferlen, PS, Admin	X
Donald Elliot DE	X		

Non FinCom Members in Attendance

OTHERS: - Sandy Gleed SG, Andrew Maylor (AM) Chris Hottell (CH), Bruce Thibedeau (BD)

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Note: All FINCOM votes are subject to change upon receipt of new information.

Note: Documents used in this meeting are listed in Document Table, herein.

II. Previous Minutes Approved

April 3, 2012 Minutes Approved

III. New Business

AGENDA ITEM: A. Budget Discussion Public Works (Bruce Thibedeau)

Discussion: BT Public works budget broken down into 6 areas

- 1)Administration
- 2) Streets and Sidewalks
- 3)Snow Removal
- 4)Refuse and Recycling
- 5) Fleet Maintenance
- 6) Structure and grounds

Administration consists of salaries and admin fees
 Streets sidewalks drainage, streets signs repairs
 Snow removal- over 200K left.
 TD Can we re- appropriate?
 BT we cannot use it this year will fall into free cash and possibly use next year.
 Refuse and Recycling: Contract services (pg108) down 4.96% end of contract with north side. 10% reduction in refuse. Dumping fees are 68 this year and 70 next year per ton. For every ton of recycling we get \$13.00
 BO What is advertising fees?
 BT Putting out newsletter and info on NACAM
 BT Fleet Maintenance we maintain & fuel all vehicles (except Fire) (PG111)
 AL what about fuel costs?
 BT able to maintain we are in a consortium. We have a new fueling system with monitors (key and Pin) controls are in place so there is no abuse.
 Structures and grounds. (pg 113) fields and buildings overall going up 2.31%
 Al wages are going up 4.64%
 BT doing a reallocation between line items
 TD Outside Professional Services is 90K what is that?
 BT that consists of the cleaning contracts for municipal buildings and elevator maintenance.
 TD How do we buy heating fuel
 BT same contract like gas we go into a bid consortium comes off of commodity pricing we don't go into long term commitments.

AGENDA ITEM: B. Budget Discussion Utility Enterprise Fund (Pg 135)

Discussion: **BT** Summary sheet of what we bring and what we pay out.
 AL expenses are up 8.3% and revenue up 5.47
 Why expenses up so much
 Greater Lawrence Sanitary District (GLSD) assessment is up 32.63%. in Fy12 we got a larger than expected discount from (GLSD)
 Sewer fees were down because they decided not change rates. And assumption was that collection was going to be higher.
 Water pg 139
 AL revenues up 16.96
 BT Fairly dry summer so our revenues are up. Our percentage is down when it is wet.
 TD roughly the 700K in user fees that we are going up is that usage or rate change or a combination?
 We should be thinking about a rate structure plan 1 or 2% per year instead of double digits increases. Needs to be more predictable.
 AM we need to find a consistent structure. Need to find some level of stability.
 TD any major collection issues:
 AM we do not have a shut off policy (too long of a process) we put a lien on and attach to tax bill.
 DL what percentage have outside meters?
 BT not quite sure, not paying sewer but you could be paying a higher water rate.
 TD pg (140) new position
 AM not recommended new positions.

AGENDA ITEM: C. Budget Discussion School (Chris Hottell)

Discussion: Passed out pamphlets (attached) with FY13 NA School Budget. 1st page is FY 13 Level services budget summary For FY12

Page 3 is critical Needs priority totaly326K most important is Special Education Vocational Program for students ages 18-22 They have been sent out of district we have partnered with Andover and NECC. Andover supplies van. We are spending 75K to save 200K

#7 partial restorations of HS Materials cuts have been made to the material for High School.

Page 4 FY13 Superintendent Budget Reductions of 510K (Central office Legal Fees 20k,utilities 50k out of district Placement 200K elementary teacher 54K 2.0 specialist 108K Pathways Program 78K)

Pg 6 Chart shows what it would have like to get a 2% increase from 08-13 2 % would have brought us to 38,410,585

Pg 7 shows Possible Budget Reductions. To reach the Town Managers budget we would be cutting the .05 Receptionist at High school and the 2.0 Paraprofessionals and the .6 special Education Teacher. 1-8 cuts are other cuts that would have been made if they received a smaller budget.

CA school committee has not yet voted on these cuts.

Td this is to get to the recommended budget by the Town Manager

Pg 8 shows annual School Budgets from FY08-FY13 Fy 13 are projections. Stimulus funding biggest decrease. Circuit Breaker amount reimbursed for Special Education state funded 55% (915K) District enrollment has gone up to 4700 from 4546 in 08 per student spending in 13 will be \$9478

Pg 9 is k-5 Enrollment in yr 11-12 was 2125, 12-13 shows 2087 (that is why the teacher cut)

Pg 11 Middle school enrollment did increase from 10-11 to this year we are scheduled to go up by another 40 students in the coming year.

Pg 12 show NAHS enrollment went from 1271-1326 this year. Many more students are staying in town schools.

AGENDA ITEM: D. **New Business**

Discussion:

IV. Next Meetings

April 17, 2012 ESCO Assistant Town Manager and School Business Manager

ITEM #	TYPE	FROM	TO	SUBJECT	COMMENTS
1	Budget Book	Town Manager	Fincom	FY13 Budget	
2	Pamphlet	School	Fincom	FY 13 North Andover School Budget	
3					

[illegible]

V. Adjournment-

Motion: BO
Seconded: DE

Unanimous
Time: 9:00